

**MINUTES OF THE GENERAL MEETING
OF THE BIGFORK COUNTY
WATER AND SEWER DISTRICT**

The General meeting of the Bigfork County Water and Sewer District was held on August 11, 2021, at 12:00 pm the District office. President Lloyd Ross presided.

ATTENDEES:

Directors: Gene Helberg, Tom Cahill, Lloyd Ross, Seth Price
District Employees: Julie Spencer, Mimi Wildeman, Sergio Lopez
Engineering: Jeff Cicon P.E, Morrison Maierle
Public: Jeremy Patton Bigfork Fire Dept.
Michael Hingiss Bigfork Fire Dept.
Robert Clump
Alida Tinch

Pledge of Allegiance

READ AND APPROVE MINUTES:

The minutes of the July 16, 2021, General Board Meeting were reviewed for approval. Cahill made a motion to approve the minutes, Helberg seconded, and it was unanimously approved.

RESOLVED, That the minutes of the July 16, 2021, Board Meeting be approved.

PUBLIC COMMENT

None

READ AND APPROVE AGENDA

Ross asked for discussion, Cahill made a motion to approve the Agenda, Helberg seconded, it was unanimously approved.

RESOLVED, That the Agenda be approved.

CONSENT AGENDA

Ross asked for discussion, no further discussion, Cahill made a motion to approve, Helberg seconded, it was unanimously approved.

RESOLVED, That the Consent Agenda be approved.

Cahill made a motion to move New Business up in the Agenda, Hepberg seconded, it was unanimously approved.

RESOLVED, That the New Business be moved

NEW BUSINESS

Replacement of Board Member Nominations/ Election – Robert Clump and Alida Tinch were both present during the interviewing and discussion of Board Member responsibilities. Questions were asked by the Board to both nominees. The Board decided that they would go into Executive Session to decide at the end of the meeting.

OLD BUSINESS

Operations Report- Ross asked for discussion. Lopez gave the report, discussion was had regarding the water loss and to the accident had on May 30, 2021. Helberg made a motion to approve the Operators Report, Cahill seconded, and it was unanimously approved.

RESOLVED, That the Operators Report approved as submitted.

Engineering update, Jeff Cicon

Water System

- **Task Order #37: Water Tank and Transmission Line Project:**
 - We received comments back from MDEQ on the project and are incorporating them into the plans and specifications.
 - The PER Amendment has been submitted to MDEQ so the environmental review process can be completed. Cicon spoke to Denver Fraser and the District can go to Bid without this process completed.
 - Cicon spoke to MDT about the maintenance permit for the new drain line. We are in the process of filling out the paperwork and will submit soon.
 - The remaining easements have been acquired and Ben Hammer has updated the Site Title Opinion (required by SRF). Pearce and Whitcolf (Lot 4) have signed all appropriate easements. Whitcolf asked for his water hook up to be waived, the Board said that we Do Not give free hook ups and that we are relocating the easement line to accommodate his home construction (current easement in middle of Lot 4 this will make his lot build able).
 - Now that we have MDEQ comments and the updated site title opinion, the project can go to Bid.

Wastewater System

- **Task Order #36: Bay Sewer Replacement Project**
 - The project is still under a stop work order for the summer tourist season and is scheduled to resume September 7.
 - The new lift station is operational and the glitches with the generator have been corrected.
 - We met with Flathead County to discuss the out of spec pavement and have determined that LHC will give the County a credit to put towards the cost of the chip sealing, which will correct the issue. An agreement with Flathead County for the paving and credit has been completed and signed by the Commissioners.

- **We have scheduled a community meeting for 6:00pm August 24, 2021, at Lake Baked River View Bar.** Morrison-Maierle will give a project update and present an updated schedule to the residents. A copy of the flyer is attached. Please help us spread the word to the businesses and residents.
- **Task Order #38: West Trunk Sewer Modelling**
 - Cicon brought drawings showing the extreme areas where the West Trunk is **over** capacity. He will have a report ready for next Board Meeting.

Development Review

- The Settlement Subdivision – No update
- Saddlehorn No. 11 – No update.
- Blenn Street Water and Sewer Extension – No update.
- Eagle Bend No. 20 – No update.
- The Fort Subdivision – No update
- Harvest Foods Sewer Main Relocation – No Update
- Ridgeview Park Lot 5 – Julie and Cicon met with Roger Porch to discuss a potential project that would involve multiple short term rental units. The development will require a low-pressure sewer main extension to serve the proposed buildings. The water main is already extended sufficient distance and will not require extension.

Bigfork Fire Department Agreement- Patton and Hingiss reported to the Board on the Departments Hydrant testing and ICO reporting, Patton also stated that they are extremely short handed, but are working on a plan to continue the hydrant testing to satisfy the agreement. After discussion was had Price made a motion to continue the contract for another term, Helberg seconded it was unanimously approved.

RESOLVED, That the Agreement with the Bigfork Fire Department be approved.

COMMITTEE REPORTS

Helberg asked the Board if they would entertain the option of asking Keenan to act as an Advisor or Consultant to the Board, his reasoning was that Keenan has an extensive amount of knowledge and history. After discussion was had, the Board agreed that it would be a benefit and gave Helberg to contact Keenan.

Annexation, Main Extensions & Construction Helberg & Cahill

- Account 1799-00 and 1800-00 Hammer asked Spencer to have Morrison – Maierle provide an expert opinion on how far the Main Extensions can be built.

- Ranch Contract- Ranch got back to Spencer they will schedule a meeting. *

Purchase of Additional CD Investment –..... Price & Ross

- FDIC Investments- Spencer informed the Board that we are getting very little profit from our investments and that she feels we should just roll over any that may come up for renewal. The Board agreed.

Employee Insurance, Compensation & Certification & Safety Helberg & Keenan

- Review of Employee Handbook – on going
- Quarterly Safety Meeting will be held on September 15th ,2021 at the Board meeting

Pretreatment Regulations Cahill & Price

- Spencer informed the Board that Flathead Brewery was running on their New Permit.

Budget & Rate Structure Helberg & Ross

- Asset Replacement Valuations- on going
- Helberg informed the Board that the district needs to look at our Hook Up Rates they have not increased since 2006 even know the price of parts and manpower has. Helberg asked if the Board would let Cicon evaluate? After discussion was had the Board gave Cicon the go ahead.

Rules & Regulations Cahill & Price

- Rules and Regulations - ongoing we have the mark ups from Cicon, we will be adding his comments and rates. We need to look at the FOG requirements, Price will be giving his mark ups to Wildeman to add and then we will have a final review in September.

Farmland..... Helberg, Cahill

- Helberg had an aerial photo of where the new well will be installed the depth will be 1600' to 2000' feet deep and will begin the 16th of August. It will approximately take one month.
- The farmer is getting ready to start harvesting both the 200 acres of Spring Wheat and 100 acres of canola. The crops look very nice this year and should yield well.

COMMUNICATIONS

Department of Public Services

ADJOURNMENT

Public meeting was never reconvened or adjourned

Board Meeting September 17, 2021, 1:00 p.m. The Bigfork Water & Sewer Board reconvened at this time, and they went back into Executive Session, and they adjourned. Cahill then reopened the regular meeting, Helberg made a motion to adjourn. Price seconded, and it was unanimously approved.

RESOLVED that the public meeting of August 11, 2021 be adjourned at 1:10 p.m.

Secretary, Mimi Wildeman

Minutes approved by:

President Lloyd Ross